

Legal Services Corporation

§ 1644.5

- (2) The cause of action;
- (3) The name and full address of the court where the case is filed; and
- (4) The case number assigned to the case by the court.

(b) Recipients shall provide the information required in paragraph (a) of this section to the Corporation in semi-annual reports in the manner specified by the Corporation. Recipients may file such reports on behalf of their sub-recipients for cases that are filed under subgrants. Reports filed with the Corporation will be made available by the Corporation to the public upon request

pursuant to the Freedom of Information Act, 5 U.S.C. 552.

(c) Upon request, a recipient shall make the information required in paragraph (a) of this section available in written form to any person. Recipients may charge a reasonable fee for mailing and copying documents.

§ 1644.5 Recipient policies and procedures.

Each recipient shall adopt written policies and procedures to implement the requirements of this part.